

**Grace A. Dow Memorial Library Board Meeting  
May 20, 2015, 7:00 p.m.  
City Hall Council Chambers**

**MISSION**

To inspire lifelong learning by connecting people and resources

**VISION**

To be the most dynamic, accessible, and relevant learning environment in the community

**AGENDA – Wednesday, May 20, 2015**

- I. Roll Call – Maxine Brink, Michael Burhans, Lucille Cronin, Sarah Galt, Debbie Hayes, Steven Markey, Laura Peterson
- II. [Acceptance of April 15, 2015 Meeting Minutes](#)
- III. Additions or Changes to the Agenda
- IV. Public Comments
- V. [Director's Report](#)
- VI. [Patron Comments and Suggestions](#)
- VII. Nominations Committee for 2015-2016 Board Officers – Galt
- VIII. Library Board Annual Report Committee – Cronin, Hayes, Peterson
- IX. City of Midland 2015-2016 Budget
- X. Mideastern Michigan Library Cooperative Report – Cronin
- XI. Strategic Plan
- XII. Announcements
- XIII. Adjournment

Next meeting date: August 19, 2015

**Grace A. Dow Memorial Library  
Library Board Minutes  
Wednesday, April 15, 2015, 7 p.m.  
City Hall Council Chambers**

**I. Roll Call**

Burhans called the meeting to order at 7:00 p.m.

PRESENT: Melissa Barnard, Michael Burhans, Lucille Cronin, Sarah Galt, Steven Markey, Laura Peterson, Debbie Hayes, Maxine Brink

ALSO PRESENT: Ron Beacom, Manager of MCTV and Library Communications; Roberta VanHolstyn, Technical Secretary; Marty Wazbinski, Mayor Pro Tem

**II. Acceptance of March 18, 2015 Meeting Minutes**

Motion made by Cronin to accept minutes as submitted, seconded by Galt. Motion approved.

**III. Additions or Changes to the Agenda**

None

**IV. Public Comments**

None

**V. Director's Report**

The Library is partnering with Early Literacy Head Start for its annual end of the year program on April 23<sup>rd</sup>. The Youth Services staff will provide tours and activities for families after the Head Start program in the Auditorium. Parents who have turned in library card applications beforehand will receive their cards and may check out books that day. This is a great opportunity to introduce Head Start parents to library resources for their children

The Friends of the Library annual meeting is May 4<sup>th</sup> at 6:00 pm. The Friends of the Library have generously supported programs and services over this past year at approximately \$40,000. Barnard encouraged the Board to attend the Friends annual meeting or send a letter of appreciation. Burhans volunteered to attend the meeting.

The op-ed article written by Ron Beacom, recognizing retiring Midland Daily News Managing Editor Ralph E. Wirtz for his contributions to MCTV and the Midland community, was distributed. Beacom noted that he is the person who has helped with the Library op-ed pieces. In response to Cronin's inquiry, Beacom believes the same level of cooperation will be received by his successor.

A "State of America's Library Report" from the American Library Association was distributed to Board members. Members were encouraged to read the report and bring comments to the next Board meeting.

The annual National Library Week Tea was held today (Wednesday, April 15<sup>th</sup>) on the Library Mezzanine. The speaker presented an interesting program on the book and the movie, "Gone with the Wind." Thank you to Board members Hayes and Burhans who volunteered at the tea.

Barnard showed photos of the Battle of the Books for adults program that was held on Saturday evening, April 11<sup>th</sup>. Eight teams participated with two registered teams not attending. Reference staff members Ron Suszek, Jennifer Foster, and Julia Rigsby planned and organized the Battle. Two rounds of 15 questions narrowed the field down to the two finalists. The "Chick Lits" were the winning team and the runner-up team was the "Radium Girls." Both teams received trophies. Response to the program was very positive and staff will consider offering it again next year. Peterson reported that she spoke to a Battle team member who had a great time and thought that the staff provided a good book selection.

**VI. Patron Comments and Suggestions**

UNSIGNED COMMENTS:

I love this library! Thank you!

**VII. Library Board Appointments**

Galt and Hayes were reappointed by City Council to three-year terms.

**VIII. Nominations Committee for 2015-2016 Board Officers**

Galt volunteered to serve as the Nominations Committee.

**IX. Library Board Annual Report Committee**

Hayes, Peterson, and Cronin volunteered to serve on this committee. A draft of the report will be presented to the Board at the August meeting.

**X. City of Midland 2015-2016 Budget**

The City Manager presented the city budget to City Council on April 13<sup>th</sup>. A budget work session will be held on April 20<sup>th</sup>. Budget details will be presented and Council will have the opportunity to ask questions. At the regular council meeting on April 27<sup>th</sup>, there will be a public hearing on the budget and the public is invited to make comments or ask questions. A charter-mandated public meeting will be held May 11<sup>th</sup> and the charter-mandated date for the budget to be adopted is May 18<sup>th</sup>.

This year, the city budget book includes graphic illustrations with budget amounts for city departments and highlights from each department. The Library budget distributed to Board members shows the proposed budget for 2015/2016 and the budget projected two years out. The budget figures for this year are estimated since the fiscal year ends in July. The 2015/2016 proposed budget has remained flat. The five year operating history graphic showed a large increase in 2013/2014 that is due to The Herbert H. and Grace A. Dow Foundation grant. Markey questioned whether the supplies expenditure includes books. Books and materials are included in that category. Other services and charges would include items like utilities, insurances, and building maintenance. Cronin inquired whether amounts can be changed within expenditures. Transfers from accounts can be made.

**XI. Mideastern Michigan Library Cooperative Report**

Cronin reported that there has been no recent meeting of the Cooperative Board. She invited Board members to attend the MMLC dinner meeting to be held May 14<sup>th</sup>. It is an opportunity to interact with Cooperative member libraries and to hear the report on the State of the Cooperative. There is no charge for Library Board members to attend this dinner meeting. Carpooling can be arranged.

Cronin informed the Board that due to health reasons she will not be attending the National Library Legislature Day in Washington DC scheduled in May.

**XII. Strategic Plan**

No report. The action plans for 2014/2015 are being reviewed for continuation in the 2015/2016 along with new action plans for the coming year. These will be presented at a future meeting. Library Board goals/action plans will be discussed at the August meeting.

**XIII. Announcements**

The Give Local Midland online fundraising initiative will be May 5<sup>th</sup> from midnight to 11:59 pm. Donations are accepted for organizations that have endowment funds at the Midland Area Community Foundation. The Library has not set a fundraising target amount for the Public Library Development Endowment Fund but the Community Foundation has set an overall fundraising goal of \$300,000. Information is available on the Midland Area Community Foundation website.

**XIV. Adjournment**

Brinks moved to adjourn. Peterson seconded. Motion carried. Meeting adjourned at 7:28 p.m. The next meeting of the Library Board is May 20, 2015.

Grace A. Dow Memorial Library Board  
**Director's Report**  
May 14, 2015

**Adult Services Activities**

Ann Jarvis and Julia Rigsby, Reference Librarians, represented the Library at the Bullock Creek Family Night. They demonstrated and promoted electronic resources available at the Library.

Ron Suszek, Supervisor of Adult Services, and Jennifer Foster, Reference Librarian, attended "The Library as Platform and Programming" workshop sponsored by the Michigan Library Association.

**Youth Services Activities**

Stephanie Williams, Supervisor of Youth Services, and Monica Anderson, Youth Services Librarian, participated in the webinar "Early Literacy@Your Library" sponsored by the Library of Michigan.

Big Brothers Big Sisters of the Great Lakes Bay Region will use the Library to continue lunchbox learners through the summer.

**Other**

The "Give Local Midland" campaign brought in \$1,484.87 from 18 donors and matching funds to be added to the Public Library Development Endowment Fund at the Midland Area Community Foundation.

Randy Riley, State Librarian, met with Melissa Barnard and toured the Grace A. Dow Memorial Library. Mr. Riley is visiting libraries across the state in his first year as State Librarian.

Michael Burhans, Library Board Chair, attended the Friends of the Library Annual Meeting and thanked them on behalf of the Board for their service to the Library.

Melissa Barnard participated in a webinar on emerging technologies and libraries.

With the re-order of library cards, the new library cards include the addition of a small card that can be put on a key ring. These cards will be available once the current stock of cards is used.

The Friends of the Library Book Sale is Friday, June 5<sup>th</sup> – Sunday, June 7<sup>th</sup>.

The Library will be closed on Sundays beginning May 24<sup>th</sup>. Sundays will resume on September 13<sup>th</sup>. The Library is closed Memorial Day, Monday, May 24<sup>th</sup>; and Friday, July 3<sup>rd</sup> and Saturday, July 4<sup>th</sup> in observance of Independence Day.

## PATRON SUGGESTIONS AND CONCERNS – April 2015

### SIGNED COMMENTS:

None received.

### UNSIGNED COMMENTS:

1. You should have a computer that you can get on without a library card but can get on the internet.
2. You have some exceptionally friendly staff.